

**MOUNT POCONO BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, MARCH 7, 2016  
7:00 P.M.**

President K. Davis opened the Regular Meeting at 7:00 P.M. with the following members present: Vice President J. Woehrle; Councilmembers F. O'Boyle; D. Casole; K. Transue; and M. Oser. Mayor F. Courtright, Solicitor J. Fareri and Borough Secretary/ Treasurer L. Noonan were also present.

Councilmember C. Williams arrived at 7:05 P.M.

The Pledge of Allegiance was said by all.

**PRELIMINARY ANNOUNCEMENTS**

None

**APPROVAL OF MINUTES**

Councilmember D. Casole moved to approve the Regular Meeting minutes of February 1, 2016, as presented. Councilmember K. Transue seconded. Motion carried unanimously.

Councilmember K. Transue moved to approve the Special Meeting minutes of February 16, 2016, as presented. Councilmember M. Oser seconded. Motion carried unanimously.

**OFFICERS' REPORTS**

**PRESIDENT**

President K. Davis discussed the fabulous job that Ike Olson, Keystone Tree Specialists have done with clearing the view of the Knob this past week. He urged anyone who has not been out there to go out and look at the beautiful view. He noted that he attended a meeting with Vice President J. Woehrle and Rich Berkowitz with the Sherman Theater and they discussed the possibility of bringing open air concerts to the Borough from Mt. Airy Casino. He noted that if all goes according to plan the open air concerts will be held on the grounds of the Pocono Mountain Volunteer Fire Company. He also noted that he has been in contact with Pocono Raceway who is looking for a new location to hold their event that is normally held on Main Street, Stroudsburg, to kick-off the raceway season and they're hoping to move that event into the Borough. He further noted that he has been in contact with Nate Stauch with the Monroe County Planning Commission regarding a business improvement program. He also, visited and spoke with the owners of the rock wall business going into the old Rosana's on lower Pocono Boulevard and that he understands that a karate business is looking to occupy the building where the former Little Brown Jug used to be. He noted that the Borough needs more businesses and growth to help finance public safety. He also stated that he was contacted by Christine Meinhart-Fritz with Monroe County Planning Commission who spoke with him regarding the Farmer's Market.

**MAYOR**

Mayor F. Courtright noted that Ike Olson, Keystone Tree Specialists did a fabulous job. He noted that there has been discussion on the Park & Recreation Board on having a passive recreation area out at The Knob and he was in favor of such an area. He also noted that after administering the oath of office at our last meeting that the Borough Councilmembers promise to "support, obey & defend the Constitution of the United States and the Constitution of the Commonwealth of Pennsylvania." Mayor F. Courtright stated that some people may not have ever read both of those Constitutions so he is in the process of obtaining copies for all of the Councilmembers to have with them. Mayor F. Courtright asked Solicitor J. Fareri if he was aware of what the status of the RV insurance claim was.

Solicitor J. Fareri stated that he has not received any word, however this is probably an issue between the two (2) insurance companies.

Mayor F. Courtright noted that Pocono Mountain Regional EMS will hold an Easter Egg Hunt on Saturday, March 26<sup>th</sup>, at 1:00 P.M., at the Pocono Mountain Volunteer Fire Company. He also noted that he has been in contact with Dave Altmiller with PAWC, for updates on the brown water situation that occurred last month. He further noted that PAWC

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has suggested installing five (5) more fire hydrants in the Borough Council. He noted that PAWC will pay for the installations and that if these are installed it would help them with maintenance problems.

**TREASURER'S REPORT**

The following cash report was given as follows:

GENERAL FUND CHECKING ACCOUNT	\$ 63,581.58
PENN SECURITY GENERAL FUND ACCOUNT	20,692.71
CAPITAL RESERVE ACCOUNT	48,805.46
BANNER BEAUTIFICATION ACCOUNT	2,420.72
STATE LIQUID FUELS	116,926.66
PARK & RECREATION FUND	4,842.95
PLANNING COMMISSION REIMB. FUND	52,775.88
ROAD FUND – GENERAL FUND	127.46
STORMWATER FUND	132,663.71
GENERAL FUND RESERVE PLGIT ACCOUNT	41,701.02
SANITATION FUND	28,392.26
ROUTE 940 CORRIDOR FUND	53,675.00
FIVE POINT INTERSECTION FUND	<u>443,880.60</u>

**GRAND TOTAL** **\$ 1,010,486.01**

Councilmember K. Transue moved to pay and approve the bills as outlined in the Treasurer's Report dated Monday, March 7, 2016, as presented. Councilmember M. Oser seconded. Motion carried unanimously.

**BILLS TO BE PAID FROM THE GENERAL FUND CHECKING ACCOUNT:**

Ace Hardware	(shop supplies, de-icing salt Boro. bldg.)	\$ 633.32
Amerihealth Casualty	(workers comp)	2,450.22
Berkheimer Associates	(LST Commission)	321.91
Blue Ridge Cable	(phones)	345.60
Boston Mutual	(disability insurance)	240.01
Cramer's	(basement wall supplies)	88.34
Cyphers Truck Parts	(F550 plow & case backhoe parts)	136.67
DG Nicholas Co.	(truck supplies)	57.95
EM Kutz, Inc.	(LED amber flasher light)	129.62
First National Bank	(shop supplies, office supplies)	341.63
Friedman Electric	(street light replacements – RV fire)	2,332.00
G & K Services	(uniforms & rug service)	447.82
Gotta go Potties	(gem-jet line @ maint. Garage)	175.00
H. Clark Connor	(PC Solicitor)	450.00
Highmark Blue Shield	(health insurance)	6,196.56
International Code Council	(yearly fees)	135.00
JNK Hydrotest & Extinguisher	(yearly maintenance of extinguishers)	401.45
Kellogg's Auto	(repairs to bucket truck)	1,000.00
Lowe's	(maint. Bldg./ basement wall)	483.30
Monroe County General Fund	(reimb. Of Tax Collector Interest)	11.00
NAPPA Auto Parts	(auto parts/ supplies – 2 months)	322.71
Neopost	(postage meter)	120.77
Payrolls Unlimited	(Jan & Feb)	179.00
PPL	(electric)	1,155.11
PA American Water	(water bills)	709.18
PA One Call	(service fee)	5.74
Plociniak Fuel	(heating oil both buildings)	1,871.30
Pocono Lake Supply	(block for wall in basement)	133.18

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Pocono Mtn. Regional Police	(March Mortgage Payment)	\$ 2,811.27
Pocono Mtn. Public Library	(1 mill RE Delinq. Tax – Oct, Nov, Dec '15)	\$ 186.84
Pocono Mtn. Vol. Fire Co.	(1 mill RE Delinq. Tax – Oct, Nov, Dec '15)	186.84
Pocono Mtn. Reg. EMS	(1/2 mill RE Delinq. Tax – Oct, Nov, Dec '15)	93.42
<i>Pocono Record</i>	(advertising)	862.76
Quill	(office supplies)	163.44
Response Computer	(email setup & transfer & repairs)	624.00
Potcher Construction	(Boro. Bldg. renovations pymt #6)	10,080.00
Scott's Signs & Printing	(name plates)	46.00
Selective Insurance	(insurances)	2,361.00
Steele's Hardware	(small tools, vehicle supply)	44.97
Stratix Systems	(large format copier contract)	630.00
Summit Welding	(repair to truck bed)	227.50
SunnocoCOSTARS	(diesel/ fuel – 2 months)	2,181.15
Top Business Solutions	(staples for copier)	55.54
Tulpehocken Spring Water	(water for coolers)	115.00
United Concordia	(dental insurance)	365.18
US Bank	(copier rental)	317.06
Verizon Wireless	(cell phones – 2 months)	237.49
Verizon	(phone)	33.27
Wal-Mart	(bldg. supplies)	93.25
Jeff Woehrle	(reimb. Kenworth Inv for truck repairs)	<u>784.63</u>

**GRAND TOTAL** **\$ 43,375.00**

**BILLS TO BE PAID FROM THE GENERAL FUND CHECKING ACCOUNT:**

Mt Pocono Payroll	(w/e 02/03/16)	\$ 5,864.06
Mt Pocono Payroll	(w/e 02/10/16)	5,913.22
Mt. Pocono Payroll	(w/e 02/17/16)	6,229.27
Mt Pocono Payroll	(w/e 012/24/6)	6,044.16
Mt Pocono Payroll	(w/e 03/02/16)	<u>5,834.09</u>

**GRAND TOTAL** **\$ 29,884.80**

**BILLS TO BE PAID FROM THE STATE LIQUID FUELS ACCOUNT:**

Cargill Salt	(de-icing salt)	\$ 12,662.61
Lehigh Hanson	(anti-skid)	2,086.20
PPL	(traffic signals & street lights)	<u>2,038.69</u>

**GRAND TOTAL** **\$ 16,787.50**

**Community Yard Sales**

Borough Secretary/ Treasurer L. Noonan asked Borough Council if it wished to approve the free Community Yard Sales and suggested dates for Borough Council's consideration.

Councilmember M. Oser moved to approve Community Yard Sales to be held on the following weekends: May 20<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup>; July 8<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup>; and, September 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup>. Councilmember D. Casole seconded. Motion carried unanimously.

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**SOLICITOR**

Solicitor J. Fareri discussed the Pocono Mountain Regional Police lawsuit and noted that the legal counsel for Coolbaugh Township had a conflict of interest and that disqualified their lawyer. Coolbaugh Township then obtained a new attorney and the hearing was rescheduled before Judge Williamson. He explained that this would be for the judge to interpret, the agreement that created the Regional Police.

Solicitor J. Fareri also discussed the loan with DCED and will discuss with the Borough Secretary/ Treasurer and have all in order and out for approval before our next meeting.

**PERSONS TO BE HEARD**

**Heidi Fareri, Executive Director of Monroe County Meals on Wheels**

Mrs. Fareri discussed the Meals on Wheels March Campaign to increase the awareness of Meals on Wheels in the County. She explained that all of their meals are prepared by the Northampton County Meals on Wheels and they have different meal programs, such as: a regular; diabetic; cardiac; renal; and, several other specialized meals. She noted that currently they have sixty (60) people on a waiting list for weekend meal delivery. She stated that they are looking for volunteers to deliver the meals Monday through Friday, explaining that delivery normally begins at 9:30 A.M. and are done by noon. They are serving between 150 and 385 meals per day and they anticipate by the end of this year that they will have served over 100,000 meals in Monroe County. Mrs. Fareri left brochures with information on the Meals on Wheels Program and volunteering.

**UNFINISHED BUSINESS**

**Short Term Rental & Drop Off Box Zoning Ordinance Amendments**

Councilmember K. Transue moved to advertise the Short Term and Drop Off Box Amendments to the Zoning Ordinance and to hold a Public Hearing at 6:30 P.M., on Monday, April 4, 2016. Councilmember D. Casole seconded. Motion carried unanimously.

**Application and Permit Fee Schedule**

Borough Council was in receipt of amendments and changes to the Application and Permit Fee Schedule.

Councilmember K. Transue stated that Borough Council has reviewed this on several occasions and he moved to adopt the new Application and Permit Fee Schedule effective March 7, 2016. Councilmember D. Casole seconded. Motion carried unanimously.

**NEW BUSINESS**

**Mount Pocono Borough Planning Commission 2015 Annual Report**

Councilmember D. Casole moved to accept the 2015 Annual Report of the Mount Pocono Planning Commission as submitted. Councilmember C. Williams seconded. Motion carried unanimously.

**Pocono Mountain Volunteer Fire Company 2016 Fire Protection Contract & 2015 Annual Report**

Vice President J. Woehrlle moved to accept the 2015 Annual Report and to sign the 2016 Fire Protection Contract between the Pocono Mountain Volunteer Fire Company and the Borough. Councilmember C. Williams seconded with Councilmember F. O'Boyle abstaining. Motion carried.

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**SR 940/ Industrial Park Drive Resolution #2 of 2016**

Borough Council was in receipt of a TE160 Application for the intersection of SR 940 and Industrial Park Drive. PennDOT is looking to do some upgrades to that intersection and it requires a Resolution authorizing them to complete the traffic signal improvement and to complete the TE160 Application.

**SR 940/ Oak Street – Wal-Mart Drive Intersection Resolution #2 of 2016**

SR 940/ Oak Street – Wal-Mart Drive intersection is also to be upgraded by PennDOT as well.

Councilmember K. Transue moved adopt Resolutions #2 and #3 of 2016 in regards to the PennDOT improvements at the intersections at SR 940. Councilmember M. Oser seconded. Motion carried unanimously.

**SR 940/ Oak Street Pre-emptive Device**

Councilmember M. Oser moved to approve the expenditure out of the Five Points Intersection Fund for the installation of an emergency vehicle device at the intersection SR 940 and Wal-Mart/ Oak Street. It was agreed that a letter be sent asking Penn DOT to revise the condition diagram plans for this intersection so that that device can be installed. Councilmember C. Williams seconded. Motion carried unanimously.

**2016 Road Paving – Request to Advertise**

Vice President J. Woehrle moved to authorize the Borough Secretary/ Treasurer to advertise the 2016 Road Paving Bid Specifications once all is in order and the Borough Maintenance Supervisor Jim Trombetta meets with our PennDOT Municipal Services Representative Jeff Robach later this week. Councilmember D. Casole seconded. Motion carried unanimously.

**SR 611 & Pine Hill Road Authorization for Easements**

Councilmember C. Williams moved to authorize Solicitor J. Fareri to work on the necessary right-of-way and easements needed for the signalization at SR 611 and Pine Hill Road. Vice President J. Woehrle seconded. Motion carried unanimously.

**Hiring a Part Time Zoning Officer**

Councilmember D. Casole moved to hire James A. Borger as the Borough's part time Zoning Officer for sixteen (16) hours per week at a rate of \$23.70., plus reimbursement of his mileage that he puts on his car while conducting inspections as the Borough's Zoning Officer. Councilmember M. Oser seconded. Motion carried unanimously.

**STANDING COMMITTEES' REPORTS**

**Planning**

Councilmember D. Casole stated that the Planning Commission re-organized and that Kevin Kirkwood remained the Chair; Rich Dorkoski, the Vice Chair; Norman DeLano, Secretary; and Matt Hensel will be the liaison to the Zoning Hearing Board. She noted that there was discussion regarding incomplete applications, and that they also reviewed the Drone Ordinance and are waiting for Carson Helfrich to review the FAA Regulations.

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**Department of Public Works**

Vice President J. Woehrle noted that the radio company has been working on our FCC Licensing and they have chosen a UHF Frequency and that will take two (2) weeks to be reviewed by the legal department of the FCC and if all goes well they're hoping within two (2) months all work will be completed.

**Utilities**

Councilmember D. Casole stated that Mayor F. Courtright met with Dave Altmiller and George Smidhum, with PAWC, to discuss the location of five (5) more hydrants. The locations that they are recommending are at 110/112 Maple Avenue; 106 Church Avenue; 416 Park Avenue, near the intersection of Park and Montovision; and, 105 Fairview Avenue as well as the intersection of Center Avenue and Park Avenue. She noted that apology letters have gone out to those affected by the brown water and that all the flushing has been completed in the Borough. She also stated that the next flushing is scheduled for May or June.

Councilmember F. O'Boyle discussed the Mount Pocono Municipal Authority and noted that DEP has requested additional studies on how the spray irrigation will impact the wetlands. He noted that Conservation District have given their approvals and they were at the final desk for the final signature from DEP and one (1) of the biologist from DEP insisted on these new studies. He stated that they expect that once these studies are completed and all the other necessary work that the Municipal Authority is anticipating an additional cost of \$25,000.00.

**Recreation**

Councilmember K. Transue discussed the work that needs to be done at the ballfields in the Borough and that he would like \$250.00 for supplies so he can have the graffiti removed over at the Oak Street Park. He also discussed that he attended the Park & Recreation meeting with Mr. Altamose and Mr. Scalamandre and they plan to meet again later this month. He also stated that Mr. Ike Olson, Keystone Tree Specialists is willing to donate another a day of cutting to clear the area at the Knob Overlook to possibly put up some benches for the public to sit and take in the view.

Mr. Tom Neville of 209 Knob Road discussed his concerns about the proposed park at the Knob. There were a number of residents from the Knob Road area in attendance and all wished to discuss the park.

President K. Davis requested that the Knob Road residents attend the March 21<sup>st</sup>, work session to discuss their concerns regarding the proposed park.

Councilmember C. Williams moved to authorize the spending of \$250.00 for the necessary supplies needed to paint and other minor work needed at both parks before little league season begins. Councilmember M. Oser seconded. Motion carried unanimously.

**Sanitation**

Mayor F. Courtright noted that on March 4<sup>th</sup>, the Sanitation Committee met with the PRDs and J. P. Mascaro to discuss releasing the PRD's from the contract and to contract privately on their own for garbage service. At this meeting it was agreed that J. P. Mascaro would provide each of the PRD's with a delinquency list and that the PRD's agreed to work with J. P. Mascaro to get the delinquencies paid. There is a follow up meeting scheduled for June 2<sup>nd</sup>. It was also noted that there will be a meeting on Tuesday, March 29<sup>th</sup>, with the area businesses and PRD's to discuss the 2<sup>nd</sup> Annual Joseph Battisto Litter Pick Up Date which will be held on Friday, April 22<sup>nd</sup>, Earth Day and again on Saturday, April 23<sup>rd</sup>.

**Buildings**

President K. Davis noted that Councilmember F. O'Boyle did an excellent job on the wall that was needed in the basement fire escape area.

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Councilmember F. O'Boyle noted that he had help from two (2) of the road crew members when they weren't busy with snow removal.

It was noted that the committee met with Schoonover and Vanderhoof and Potcher Construction and put together a "punch list" of outstanding work that needs to be addressed.

Councilman K. Transue stated that he met with mill work company on the front door and they are looking into the issues with the door swelling and what appears to be a crack in the door.

**Budget & Finance**

No report

**Personnel**

Report was given earlier.

**Regional Police**

Mayor F. Courtright stated that the Regional Police will meet tomorrow at 7:00 P.M., at Tobyhanna Township.

**Regional EMS**

Mayor F. Courtright noted that their annual subscription drive has begun and their meeting will be held on Wednesday, March 9, 2016, at 6:30 P.M.

**COG**

President K. Davis noted that he missed this month's meeting as the date was changed and he noted that next month's meeting will be held on Monday, March 28<sup>th</sup>, at the Public Safety Center.

**PUBLIC PARTICIPATION**

**Reissa Simchak, Fairview Avenue**, discussed that cross walks are needed at the Casino Theatre.

**Alice Makla, Knob Road**, again discussed that Borough Council needs to do something about the problems at the Mount Pocono Motel.

**Tom Neville, Knob Road**, discussed a large pot hole on Knob Road that needs to be filled.

There being no further business or any further public participation coming before the Board, Councilmember M. Oser moved to adjourn at 9:35 P.M. Vice President J. Woehrle seconded. Motion carried unanimously.

Respectfully submitted,

Lori Noonan, Borough Secretary